

FINAL

Chesterfield Local Human Rights Committee (CLHRC)

November 22, 2010

Committee Members Present:

Dr. Analie Rademaker, Chair
Ms. Mauretta Copeland, Vice Chair
Mr. Charles Armstrong
Ms. Roxanna Ronquillo
Mr. Craig Gross
Mr. Linwood Alford
Ms. Susan Foster

Staff:

Mrs. Karen Mingloski, LHRC Staff Support (Chesterfield)
Ms. Carrie Flowers, Human Rights Office

Guests:

Mr. James Holdren, Chesterfield CSB
Mr. Ned Snead, Chesterfield CSB
Dr. Holly Matto, VCU, School of Social Work
Mr. Brian Boyles, VCU Research Assistant
Ms. Lakesha Broussard, Village Children & Family Services
Ms. Donna Smith, Village Children & Family Services

Affiliates Present

Ms. Cathy Pullin, A Dab of Hope, LLC
Mrs. Karyn Carpenter, Chesterfield CSB
Ms. Inger Wyatt, Covenant Homes LLC
Ms. Gina Koke, Grafton Schools
Ms. Julie Jacobs-Jennings, Grafton Schools
Mr. Gene Cash, Jr., Greater Richmond League of Therapists
Ms. Hollie Stephens, Greater Richmond League of Therapists
Ms. Shona Parham, J&M Adult Care Services
Ms. Veronica Cook, J&M Adult Care Services
Ms. Linda Jones, Jerolin Management Services
Ms. Dane Willbrandt-Weddel, Kids in Focus, A ResCare Company
Mr. James Conner, Kids in Focus, a ResCare Company
Mr. Van Archer, Kids in Focus, a ResCare Company
Ms. Shawna Stone, Kids in Focus, a ResCare Company
Mr. Dexter Taylor, Kids in Focus, a ResCare Company
Ms. Renee Hudson, Kids in Focus, a ResCare Company
Ms. Cheryl Nero, Langhorne Family Care
Ms. Sheena Lyle, Lyle Professional Consulting
Mrs. Amel Shelton, Quality Life Family Services, LLC
Ms. Leonett Reese, Rivers Assisted Living
Ms. Christina Rivers, Rivers Assisting Living
Mrs. Tanikka Mason, Second Chances Youth Services
Mr. Cedric Moore, Jr., Spectrum Transformation Group
Dr. Melinda Moore, Spectrum Transformation Group
Ms. Laura McDonald, Spectrum Transformation Group
Mr. Vincent Walker, YES Behavioral Health
Mr. Joseph Cason, YES Behavioral Health

Affiliation Absent

Ms. Kimberly Harris, Community Interventions

1. Call to Order

A quorum being present, Chair Analie Rademaker called the Chesterfield Local Human Rights Committee meeting to order at 5:30 pm at Chesterfield Mental Health Support Services, 6801 Lucy Corr Boulevard, Chesterfield. Chair Rademaker asked for introductions of those present.

2. Approval of Minutes

A motion was made and seconded to approve the minutes of the September 27, 2010.

Ayes: Dr. Rademaker, Ms. Ronquillo, Mr. Armstrong, Mr. Alford, Mr. Gross, Ms. Jones, Ms. Copeland

3. Matters of the Public

Chair Rademaker entertained comments to open the floor for items of interest to the committee.

4. Old Business

There was no old business to discuss.

5. New Business

A. Providers

i. Research Proposal

Mr. Ned Snead, manager of Chesterfield CSB Adult Substance Abuse Services introduced Dr. Holly Matto of the VCU School of Social Work and Mr. Brian Boyles, a VCU Research Assistant. Mr. Snead and Dr. Matto provided an overview of the research proposal, "Examining Recovery-Community Engagement Related to Peer Recovery Model Utilization Patterns". They will be using the EASE (Ecological Assessment of Substance-abuse Experience) assessment tool. Mr. Snead noted that staff will review the human rights policies with the clients prior to the study, and that the participants can drop out of the study at any time. Numerical identifiers will be kept in a separate location and will not be associated with the data from the study.

This research proposal has been reviewed by the CSB's Research Review Committee, and the proposal also includes Richmond, Henrico and the SAARA Center. This study will go through the IRB (Institutional Review Board) process through VCU, and the study will be completed in approximately one year.

A motion was made and second to approve the research proposal of the Chesterfield CSB and VCU School of Social Work.

ii. Affiliation Request

- **Village Children & Family Services**

Ms. Lakesha Broussard and Ms. Donna Smith of Village Children and Family Services, LLC requested affiliation. Village Children & Family Services will provide mental health support services to adults within their home or community. At a later time it is anticipated that services will be provided to children. The office is located in Henrico County, but they will be serving the Greater Richmond regional area.

A motion was made and seconded to accept the affiliation of **Village Children and Family Services LLC**. The affiliation agreement will be prepared and mailed to Ms. Broussard for execution, at which time the affiliation fee will also be due.

iii. Policy and Procedure Review

- **Spectrum Transformation Group**

Mr. Moore presented changes to the human rights policies and procedures of Spectrum Transformation Group. He also reviewed an Audio/Video Tape Consent form. He indicated that audio/video taping is for training purposes and supervision for staff certification; that the client would be taped from the back so the individual would not be easily identified.

A motion was made and seconded to accept the human rights policies and procedures of **Spectrum Transformation Group**, to include approval of the audio/visual consent form with changes recommended by the committee.

- **Community Interventions**

Ms. Harris was unable to attend the meeting, and the LHRC will reschedule this agenda item for the January 2011 meeting.

- **Kids in Focus, A ResCare Company**

Ms. Dane Willbrandt-Weddel presented a request to change the restraint technique currently in use by Kids in Focus. They are currently using CPI, and if approved, would be changing to Therapeutic Options of Virginia. It is a more cost effective program, and the CPI technique does not adequately address behaviors for some of their clients.

Upon further discussion, a motion was made and seconded to approve Kids In Focus change in restraint technique to Therapeutic Options.

iv. Affiliation Renewal

- **Grafton Schools**

Ms. Jacobs-Jennings requested affiliation renewal for Grafton Schools – Richmond Region. There are no significant changes in programming since last year. Grafton operates 10 group homes serving individuals with intellectual disabilities (7 homes serve students). Grafton has had no significant adverse reviews in the past year.

A motion was made and seconded to approve the affiliation renewal of **Grafton Schools – Richmond Region**. The affiliation fee was submitted and the agreement was signed.

- **Chesterfield CSB**

Ms. Carpenter requested affiliation renewal for Chesterfield Community Services Board. Chesterfield CSB has served over 11,000 consumers in FY10 (Mental Health - 50%; Intellectual Disabilities - 24%; and Substance Abuse - 26%), and reviewed an extensive list of programs and services. Mrs. Carpenter completed her report stating that there are 616 employees, and that 11 consumers work within the CSB as peer providers.

A motion was made and seconded to approve the affiliation renewal of **Chesterfield Community Services Board**. The affiliation agreement will be submitted to the CSB's Executive Director for signature.

- **J&M Adult Care Services**

Ms. Parham requested affiliation renewal of J&M Adult Care Services, LLC. J&M serves adults with intellectual disabilities or individuals who are dually diagnosed in two homes located in Chesterfield County.

A motion was made and seconded to approve the affiliation renewal of **J&M Adult Care Services**. The affiliation fee was submitted and the agreement was signed.

v. Event Report Statistics

Dr. Rademaker entertained reports from each provider on events occurring during the period of September and October 2010.

A Dab of Hope – Ms. Pullin reported no events. Licensing has given a 6 month extension to secure clients. A motion was made and second to extend the affiliation for 6 months to coincide with the Licensure Office extension.

Chesterfield CSB – Mrs. Carpenter reported 4 attempted suicides noting each individual was hospitalized. One consumer committed suicide and had only been seen through the Intake Department in October.

Community Interventions LLC – Ms. Harris is not in attendance at meeting; however report submitted indicates no events.

Covenant Homes – Ms. Wyatt reported no events.

Grafton Schools – Ms. Jennings reported 1 allegation of neglect that was unfounded because there were 2 staff interacting with client to intervene. The LHRC requested the report be resubmitted with outcomes/findings.

Greater Richmond League of Therapists – Ms. Stephens reported no events.

J & M Adult Care Services, LLC. – Ms. Parham reported no events.

Jerolin Management Services – Mrs. Jones reported several events that were categorically incorrect. After discussion about the events, the Committee asked Mrs. Jones to re-write and resubmit to the LHRC & Office of Human Rights.

Kids in Focus, Kids in Focus II, Girls in Focus, Little Kids In Focus, Little Kids in Focus II – Ms. Willbrandt-Weddell reported 1 allegation of abuse that was not founded; and, 5 allegations of neglect in which 2 were founded and the corrective actions were discussed.

Langhorne Family Care – Ms. Nero reported no events.

Lyle Professional Consulting – Ms. Lyle reported no events.

Quality Life Services – Ms. Shelton reported no events. The Licensing Specialist visited last week and provided approval to open new group home on Buford Road Friday morning. Three clients moved in over the weekend, and another client will tour on 12/2.

Rivers Assisted Living – Ms. Rivers is not in attendance; however, the report submitted indicates no events.

Second Chances Youth Services – Mrs. Mason reported 2 attempted suicides with same client a week apart. The individual is no longer in the program, and has been charged with 7 offenses in Petersburg, and currently at Riverside Regional Jail.

Spectrum Transformation Group – Mr. Moore reported no events.

YES Behavioral Health – Mr. Walker reported 2 allegations of neglect, both of which were founded; and, 1 attempted suicide. The committee inquired about employee training and feedback, and Mr. Walker reported this is an ongoing process through employee development. The committee asked for clarity in the director's comments, and to state the experience of the staff member, and what the staff members was expected to know, and the actual training the employee received. It was agreed that Directors will attend the meeting to provide clarification on the event and the action taken.

A motion was made and seconded to accept the above Event Reports as submitted.

6. Announcements / Updates

Ms. Mingloski noted the next regular meeting will be held on Monday, January 24, 2011, and all providers are asked to submit the Event Reports form for the reporting period of November and December by **January 7, 2010.**

7. Adjournment

There being no further business, the meeting was adjourned at 7:15m. The next regular scheduled meeting will be held **Monday, January 24, 2010.**